



**GENERAL SERVICES ADMINISTRATION
Federal Supply Services**

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is GSAAdvantage.gov.

**Facilities Maintenance and Management - Schedule 03FAC
NAICS Codes: 238220, 541330, 541380, 541618, 541690, 541990
PSC: B543, C111, C113, C115, C117, C118, C214, C215, C219, R425
Contract Number GS-21F-0008Y
Contract Period 10/24/11 to 10/23/16**

**EEA Consulting Engineers
6615 Vaught Ranch Rd, Ste 200
Austin, TX 78730
512.744.4400 main
512.744.4444 fax
855.463.3223 toll free
www.eeace.com**

Categorized as small business under NAICS 541330



Customer Information:

- 1a. Awarded special item numbers (SINs):
 871 206-Building Commissioning Services
 871 207-Energy Audit Services
- 1b. Not applicable
- 1c. Hourly rates and descriptions of labor categories:

<u>Labor Category</u>	<u>Hourly Rate</u>
Principal Engineer	\$145.08
Senior Engineer.....	\$141.05
Project Manager III	\$131.98
Project Manager II	\$117.88
Project Manager I	\$108.81
Project Engineer / Project Designer	\$99.74
Engineer in Training II	\$90.68
Engineer in Training I	\$82.62
Technician V	\$82.62
Technician IV.....	\$72.54
Technician III	\$63.47
Technician II.....	\$59.44
Technician I	\$45.34
Administrative Assistant	\$45.34

Labor Category Descriptions:

Principal Engineer

Functional Duties/Responsibilities: Assists the President and other members of Senior Management in determining and instituting the policies and procedures to accomplish the short-term and long-term goals of the company. Provides senior level technical and managerial experience to interpret the requirements and ensure the successful performance in completing assignments. Provides guidance and mentorship to subordinates.

Minimum Education: Minimum of a Bachelor of Science Degree in Mechanical or Electrical Engineering or related field or Bachelor's Degree in relevant studies.

Minimum Experience Requirements: Fifteen (15) years of experience in MEP consulting engineering firm.

Required/Supplemental Certifications: Must be licensed as a Professional Engineer or other professional certification relevant to the responsibilities of the position. Progressive experience and /or education may be considered in lieu of professional certification.

Senior Engineer

Functional Duties/Responsibilities: Provides senior level technical and managerial experience to a variety of technical and administrative assignments. Supervises several organizational segments or teams. Uses creativity, foresight and mature judgment in anticipating and solving unprecedented problems. Sets priorities and reconciles directions from competing interests.



Provides leadership in a broad area of specialization or in narrow but intensely specialized field. Provides direction in the implementation of systems, project plans and/or engineering tasks.

Minimum Education: Minimum of a Bachelor of Science Degree in Mechanical or Electrical Engineering or related field.

Minimum Experience Requirements: Ten (10) years of experience.

Required/Supplemental Certifications: Must be licensed as a Professional Engineer.

Project Manager III

Functional Duties/Responsibilities: Applies a thorough knowledge of principles and practices of engineering as related to the variety of aspects affecting the company. Serves as the technical specialist for the company in the application of advanced concepts, principles and methods in one or more assigned areas. Plans, schedules or coordinates the activities associated with the management of multiple projects or programs of the company. Reviews operational procedures to ensure compliance with applicable policies and performance measures. Supervises the engineering and technicians assigned to specific projects. Serves as the primary company contact with client representatives for specific projects.

Minimum Education: Minimum of a Bachelor of Science Degree in Mechanical or Electrical Engineering or related field.

Minimum Experience Requirements: Minimum ten (10) years of experience.

Required/Supplemental Certifications: Must be licensed as a Professional Engineer or other professional certification relevant to the responsibilities of the position. Progressive experience and/or education may be considered in lieu of professional certification.

Project Manager II

Functional Duties/Responsibilities: Independently applies extensive and diversified knowledge of principles and practices of engineering as related to the variety of aspects affecting the company. Plans, schedules or coordinates the activities associated with the management of a major project or several projects of moderate scope with complex features. Reviews complete project documents and drawings for conformity and quality assurance. Assists upper level management or staff as a technical specialist or advisor. Represents the company in communications with clients relating to specific projects.

Minimum Education: Minimum of a Bachelor of Science Degree in Mechanical or Electrical Engineering or related field.

Minimum Experience Requirements: Six (6) years of experience.

Required/Supplemental Certifications: Must be licensed as a Professional Engineer or other professional certification relevant to the responsibilities of the position. Progressive experience and/or education may be considered in lieu of professional certification.



Project Manager I

Functional Duties/Responsibilities: Applies a broad knowledge of principles and practices of engineering in a specific area. Works on multiple projects of moderate scope or on a portion of complex projects. Independently evaluates, selects, and adapts standard techniques, procedures and criteria. Assigns tasks to and directs engineers, technicians and administrative staff. Plans and coordinates detailed aspects of the engineering work. Prepares scopes, budgets and schedules for assignments. Prepare or assists with proposals to provide professional services. Interacts with clients and others to accomplish projects tasks.

Minimum Education: Four (4) years of experience.

Minimum Experience Requirements: Minimum of a Bachelor of Science Degree in Mechanical or Electrical Engineering or related field.

Required/Supplemental Certifications: Must be an Engineer in Training other professional certification relevant to the responsibilities of the position. Progressive experience and/or education may be considered in lieu of professional certification.

Project Engineer/Project Designer

Functional Duties/Responsibilities: Acquires and applies a broad engineering knowledge and skill in specific practice area(s). Evaluates, selects and applies standard techniques, procedures and criteria to perform a task or sequence of tasks for conventional projects with few complex features. Collaboratively uses judgment to determine adaptations in methods for non-routine aspects of assignments. Works on small projects or portions of larger projects. Performs moderate design tasks, prepares portions of project documents, edits specifications, performs research and investigations. Receives instruction on specific objectives and receives direction on unconventional and/or complex problems and the related solutions. Assigns tasks to and coordinates work with entry or lower level engineers, designers or administrative staff. Assists in determining schedule and budgets.

Minimum Education: Minimum of a Bachelor of Science Degree in Mechanical or Electrical Engineering or related area.

Minimum Experience Requirements: Three (3) years of experience.

Required/Supplemental Certifications: Certification as an Engineer in Training is preferred. Experience may be substituted.

Engineer In Training II

Functional Duties/Responsibilities: Acquires and applies a basic engineering knowledge and skill in specific practice area(s). Applies standard techniques, procedures and criteria to perform assigned tasks as part of a broader assignment. Exercises limited judgment on details of work and in application of standard methods for non-complex tasks. Performs basic design tasks and assists on other tasks such as preparation of permit applications, material testing and CAD work. Assigns tasks to and coordinates with design staff and administrative staff. Receives close supervision on unusual or complex problems and general review of all work.



Minimum Education: Minimum of a Bachelor of Science Degree in Mechanical or Electrical Engineering or related area.

Minimum Experience Requirements: One (1) plus years of experience.

Required/Supplemental Certifications: Must be an Engineer in Training.

Engineer In Training I

Functional Duties/Responsibilities: Acquires and applies a limited engineering knowledge and develops basic skills. Applies prescribed techniques and procedures in accordance with established criteria to perform assigned tasks. Performs routine technical work which does not require previous experience. Acquires an understanding of professional and ethical responsibilities. Receives close supervision on all aspects of assignments.

Minimum Education: Minimum of a Bachelor of Science Degree in Mechanical or Electrical Engineering or related area.

Minimum Experience Requirements: Zero (0) plus years of experience.

Required/Supplemental Certifications: Must be an Engineer in Training.

Technician V

Functional Duties/Responsibilities: Senior level CAD technician with overall responsibility for the CAD design process. Assists technical professionals in determining the CAD and design needs for specific projects. Develops CAD standards, policies, procedures, and guidelines. Trains and assists lower level CAD technicians. Assists project managers in developing project schedules and budgets for CAD related portions of projects. Identifies technical areas that may impact the planning and management of complex projects. Performs quality assurance review of CAD design. Performs CAD design for projects with all levels of complexity. A wide degree of creativity and latitude is expected.

Minimum Education: Associates Degree in a related technical field. Additional experience, based upon relevance, may be substituted.

Minimum Experience Requirements: Six (6) plus years of experience.

Required/Supplemental Certifications: None

Technician IV

Functional Duties/Responsibilities: Transforms initial rough project designs using CAD into working documents. Reviews engineering drawing and designs to ensure adherence to established specifications and standards. Makes calculation using engineering formulas and skills for design related to MEP projects of all levels of complexity. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. May supervise and assist with the training of lower level lower level CAD technicians.



Minimum Education: Associates Degree in a related technical field. Additional experience, based upon relevance, may be substituted.

Minimum Experience Requirements: Five (5) plus years of experience.

Required/Supplemental Certifications: None

Technician III

Functional Duties/Responsibilities: Transforms initial rough project designs using CAD into working documents. Reviews engineering drawing and designs to ensure adherence to established specifications and standards. Makes calculation using engineering formulas and skills for design related to MEP projects of all levels of complexity. Relies on experience and judgment to plan and accomplish goals. A degree of creativity and latitude is expected, but with input and oversight from a higher lever CAD technician or technical professional. May supervise and assist with the training of lower level lower level CAD technicians.

Minimum Education: Associates Degree in a related technical field. Additional experience, based upon relevance, may be substituted.

Minimum Experience Requirements: Four (4) plus years of experience.

Required/Supplemental Certifications: None

Technician II

Functional Duties/Responsibilities: Transforms initial rough project designs using CAD into working documents. Reviews engineering drawing and designs to ensure adherence to established specifications and standards. Makes calculation using engineering formulas and skills for design related to MEP projects of with basic levels of complexity. Will receive assignments of increasing difficulty as proficiency increases. A limited degree of creativity and latitude is expected, but with input and oversight from a higher lever CAD technician or technical professional.

Minimum Education: Associates Degree in a related technical field. Additional experience, based upon relevance, may be substituted.

Minimum Experience Requirements: Two (2) plus years of experience.

Required/Supplemental Certifications: None

Technician I

Functional Duties/Responsibilities: Entry level position for a person with a basic operational understanding of CAD. Transforms initial rough project designs using CAD into working documents. Reviews engineering drawing and designs to ensure adherence to established specifications and standards. Makes calculation using engineering formulas and skills for design related to MEP projects of with basic levels of complexity. Will receive assignments of increasing



difficulty as proficiency increases. A limited degree of creativity and latitude is expected, but with input and oversight from a higher lever CAD technician or technical professional.

Minimum Education: Associates Degree in a related technical field. Additional experience, based upon relevance, may be substituted.

Minimum Experience Requirements: Zero (0) plus years of experience.

Required/Supplemental Certifications: None

Administrative Assistant

Functional Duties/Responsibilities: Performs administrative support functions throughout the firm. Performs word processing, coordinates travel arrangements and meetings, and performs specific project related assignments under the supervision of project managers or technical staff.

Minimum Education: Associates or Bachelors Degree and/or high school with relevant work experience.

Minimum Experience Requirements: One (1) years of experience in an office environment, preferably with a professional services firm.

Required/Supplemental Certifications: None

2. Maximum order: \$1,000,000
3. Minimum order: \$100
4. Geographic coverage: continental USA
5. Points of production: Austin, Texas
6. Discount from list prices: Prices shown are 10% off of standard list rates
7. Quantity discount: 1% off for orders over \$500,000
8. Prompt payment terms: none
- 9a. Government purchase cards at or below the micro-purchase threshold are accepted.
- 9b. Government purchase cards above the micro-purchase threshold are NOT accepted.
10. Foreign items: none
- 11a. Time of delivery: TBD at task order
- 11b. Urgent requirements: TBD at task order
- 11c. Overnight and 2-day delivery: TBD at task order
- 11d. Urgent requirements: TBD at task order
12. F.O.B. points: none
- 13a. Ordering addresses: EEA Consulting Engineers, 6615 Vaught Ranch Rd, Suite 200, Austin, TX, 78730
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. Payment address: EEA Consulting Engineers, P.O. Box 678538, Dallas, TX 75267-8538
15. Warranty provisions: none
16. Export packing charges: NA
17. Terms and conditions of Government purchase cards: NA
18. Terms and conditions of rental, maintenance, and repair: NA
19. Terms and conditions of installation: NA
20. Terms and conditions of repair parts: NA
- 20a. Terms and conditions of any other services: NA
21. List of service and distribution points: NA



- 22. List of participating dealers: NA
- 23. Preventive maintenance: NA
- 25. Data Universal Number System (DUNS) number: 08-483-4670
- 26. Notification regarding registration in Central Contractor Registration (CCR) database: EEA Consulting Engineers is registered in CCR under the DUNS number listed above.